

DEPARTMENT OF ASSESSMENT City Hall

40 South Broadway Room 100 Yonkers, NY 10701

ATTENTION: NEW OWNERS!

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We strongly encourage all **NEW OWNERS** to ensure that their Deed and New York State Transfer form (RP-5217) is filed with the Westchester County Clerk within thirty (30) days after the date of sale or transfer.

Completion and submission of the Department of Finance Transfer Tax Return and/or an Assessment Department Change of Address form(s) are insufficient means of changing an address for a **NEW OWNER**. Tax Bill Mailing Addresses are updated by the City of Yonkers Assessment Department after the City of Yonkers Assessment Department receives the Deed and New York State Transfer form (RP-5217) for all **NEW OWNERS** from the Westchester County Clerk's office.

All **NEW OWNERS** should note that their initial tax bill, along with future tax bills, will likely be sent to the person they acquired the property from if their Deed and New York State Transfer form (RP-5217) are not filed with the Westchester County Clerk within thirty (30) days after the date of sale or transfer.

ENSURE THAT YOUR DEED AND NEW YORK STATE TRANSFER FORM (RP-5217) IS FILED WITH THE WESTCHESTER COUNTY CLERK WITHIN THIRTY (30) DAYS AFTER THE DATE OF SALE OR TRANSFER IN ORDER TO RECEIVE YOUR TAX BILL AT YOUR NEW ADDRESS.